

MARYHILL HOUSING ASSOCIATION LIMITED

NOTES FROM A MEETING HELD DUE TO THE MANAGEMENT COMMITTEE MEETING BEING INQUORATE HELD ON TUESDAY 5TH APRIL 2011 IN THE ASSOCIATION'S OFFICES, 45 GARRIOCH ROAD, GLASGOW, G20 8RG

PRESENT:

L Mackinnon (Chairperson)
C Stylianou
Margaret McDade (MHA LHO)
M Rhodes (part meeting)

IN ATTENDANCE:

K McGuire (Note Taker)
W Briody
G Gall
A Cameron
E Biggs (part meeting)

1.0 **OFFICE SAFETY PROCEDURES**

1.1 Measures were taken to adhere to the above.

2.0 **APOLOGIES**

2.1 Apologies were received on behalf of Cllr Bob Winter, John Brown, Edith Ward, Eleanor Brown, Roy Greateorex and Walter Wallace.

3.0 **MANAGEMENT COMMITTEE BUSINESS**

3.1 Much of the Committee business was deferred to the next meeting as the meeting was inquorate. However, certain aspects were dealt with as they did not need approval.

3.2 **Correspondence**

The Director read excerpts from a letter received from Walter Wallace, Committee member. He tendered his resignation from the Management Committee with immediate effect. In his letter he made three complaints; firstly about a Maintenance issue regarding a contract being awarded at tender stage; secondly about the impact of SST on the Association and its existing tenants; and thirdly about the relationship between the Management and Committee. After a short discussion the Director stated that the Association would acknowledge the letter and raise it at the next Committee meeting.

4.0 **HOUSING MANAGEMENT REPORT**

4.1 The Housing Services Manager highlighted the points from her report as follows;

4.2 Policy Review Report

It was noted that this is carried out in stages and in consultation with tenants and residents and all policies are relevant to SST.

4.3 Allocations Policy

The Housing Services Manager stated that applicants wishing housing with Maryhill LHO will be contacted by GHA to inform them that their applications for this stock will end when the houses transfer to MHA. Thereafter MHA will amend its Allocations Policy and carry out a review of our Housing List to recognise that applicants for the original GHA housing at MLHO should not lose their date of housing application for these properties once they transfer over to MHA.

Further, if an applicant from the transferred housing at GHA tells us that they also wish to apply for one of our current housing areas they will be given a new application date for this new choice area. The same rules will apply to an applicant for MHA who wants to add new areas of choice for housing transferred over to us from GHA.

4.4 Rent Management Policy

With regard to the above the Housing Services Manager stated she is separating out procedures from policy on this subject and there will be no requirement to come back to Committee on this matter.

4.5 Void Management Policy

The Housing Services Manager informed the Committee that the Housing Management and Maintenance sections were tightening up procedures.

4.6 Gas Servicing Policy

The Housing Services Manager stated that the Association is reviewing procedures for gaining access to properties and that going down the new legal route will save, time, money and lives.

M Rhodes arrived at the meeting at this time (6.55pm).

4.7 Repairs Policy

In respect of the above policy the Housing Services Manager stated that the Association is proposing to amend the repairs categories.

4.8 Right to Repair

For information only.

5.0 **MAINTENANCE REPORT**

5.1 For information only.

6.0 **DIRECTOR REPORT**

6.1 **SST Progress Update**

6.2 **TUPE Process**

This matter is ongoing and an update will be given in due course.

6.3 **Staff Restructuring**

The Director emphasized the need to get across to LHO staff what is going to happen on 31st May. It is envisaged that an “interim or skeleton” staff structure will be put in place prior to then rather than having a fixed structure at this stage. He stated the need to try and not rush at it. The Director has a meeting with the union next week.

6.4 **Transitional Team**

The Team are meeting each week and the Director is also meeting with the concierge staff next week.

6.5 **Governance**

There is a need to put in place a rule change to allow changes to our governance structure. It was noted that there would need to be legal consultation and a Special General Meeting.

6.6 **Catch Up Repairs**

Discussion took place on the above and the progress made by GHA so far. The Director was informed about 4 properties not being updated and that the funding was to have been ring fenced to cover this at a later date. The Director stated that this would have implications for the valuation and that he would look into the matter.

6.7 **Offices**

Discussion took place on where staff will be located. At this stage it is thought that Housing staff will be located at Gairbraid Avenue and Maintenance staff at Garrioch Road. However the Transitional Team are currently looking at housing everyone at Garrioch Road.

6.8 **Pensions**

The Director is in the process of commissioning an actuarial report.

6.9 **New Staff Appointments**

Although this has been approved by Committee it was felt that the Association needed to take a step back and put in place a contingency plan until after SST.

6.10 Committee Meetings

The Director stated that it would be helpful to have an additional meeting mid month to deal with the additional business and keep the Committee up to date. It was agreed to have a meeting on the 19th April with LHO business being discussed at 6.00pm and Committee business thereafter at 6.30pm.

6.11 Report on Key Performance Indicators, Asset Management Policy and Staff Holidays

All these items will be deferred to the next meeting.

6.12 Maryhill Primary School

The Agreement for this was signed tonight and the contractors are on site.

7.0 **AOCB**

7.1 There was no further business and the meeting concluded at 7.30pm.

KM
6th April 2011